

How to log on to office365 at Thamesmead school

1. Go to the school website <https://www.thamesmead.surrey.sch.uk/>
2. Click on the office365 tab at the top of the webpage



360 Tour Office 365 Show My Homework Twitter Facebook Tucasi Parent Portal Search

Thamesmead School

COMMITTED TO EXCELLENCE NURTURING INDIVIDUALS RESPECTING OUR COMMUNITY FULFILLING POTENTIAL

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3. Select sign in with office365 and enter your school email address and password

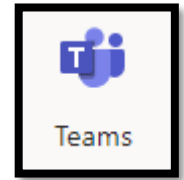
Your email address is your login number @Thamesmead.surrey.sch.uk
e.g. 9999@Thamesmead.surrey.sch.uk



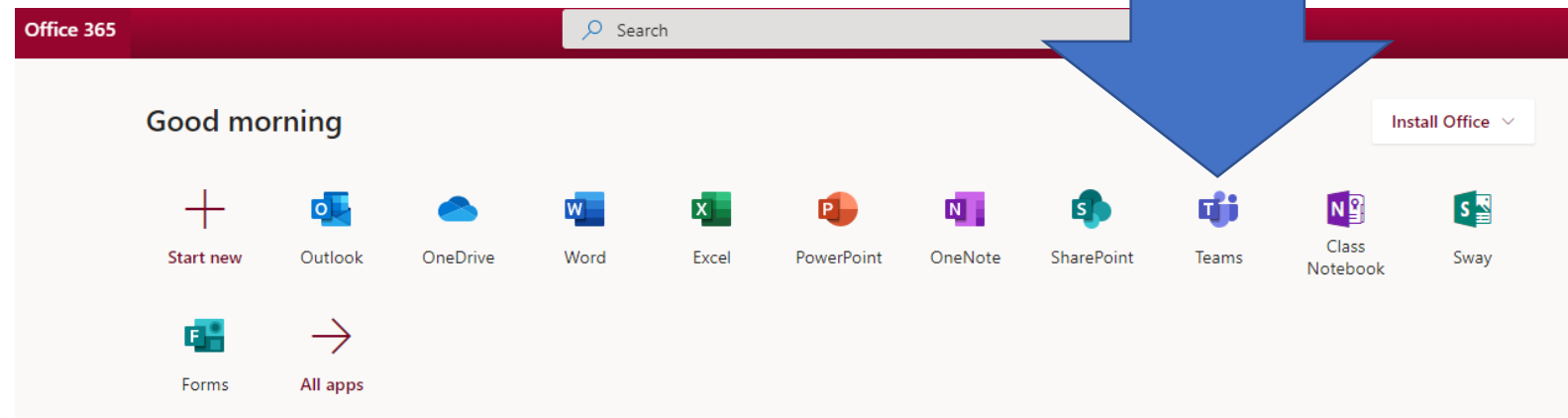
Write your own login number instead of 9999

Your password is the same password you use for the school computers

How to login and use Microsoft Teams

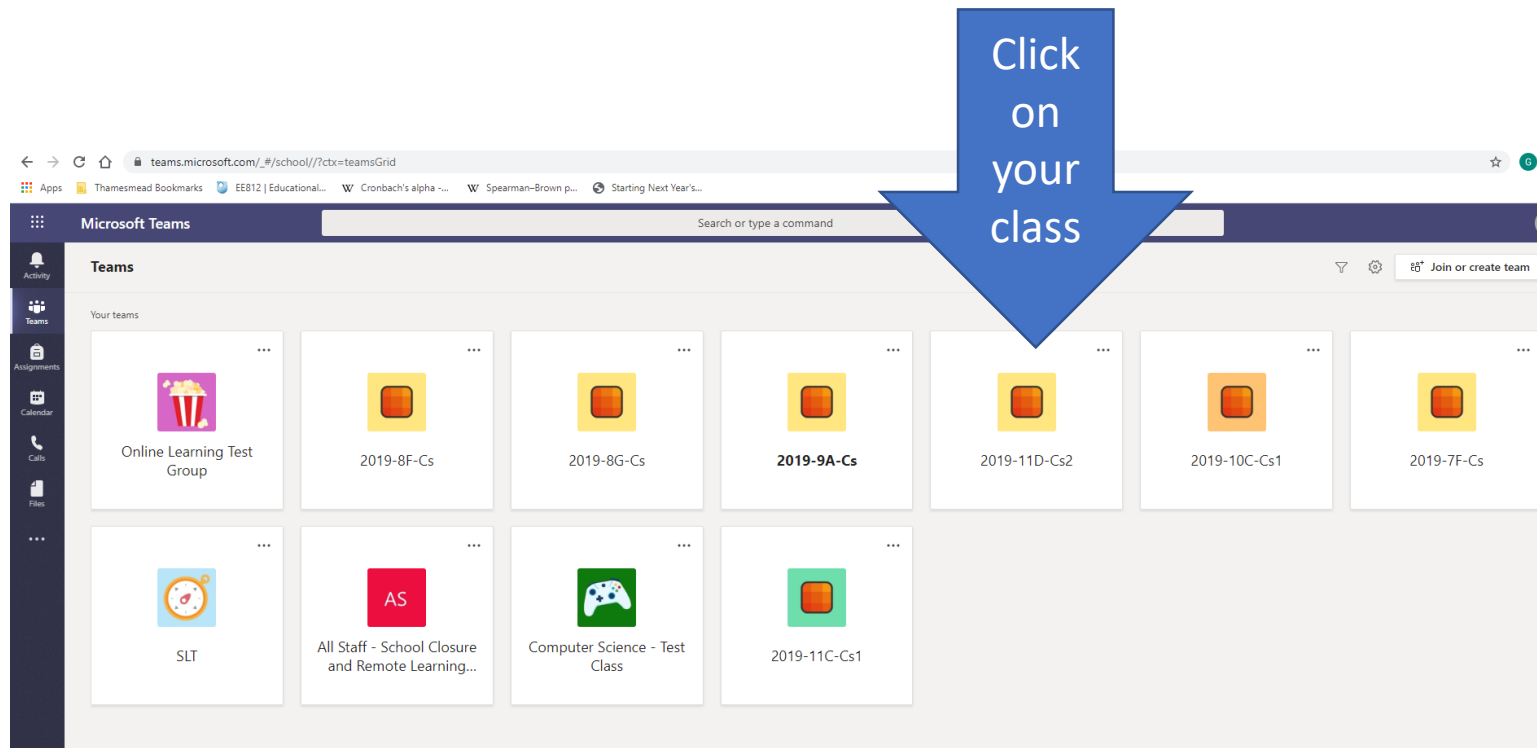


4. When you have a timetabled lesson you need to sign in to Microsoft teams and find your class where your teacher will be available to talk to you and continue teaching you remotely.
5. To login to Microsoft teams you need to find and click on the teams icon in office365, you might need to press the more arrow to see it



How to login and use Microsoft Teams

6. To find your class just look carefully for the class code that matches your timetable then click on it



How to login and use Microsoft Teams

7. Now you will see a chat window, just wait for your teacher to start typing instructions.
 - Anything you type can not be deleted so you are reminded that it is your responsibility to use it sensibly for help with the school work only.
8. To type a message look for this typing area at the bottom of the page and then press the send button.

